

EDITED KSA LISTING

CLASS: Chief Construction Supervisor

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

#	Knowledge, Skill, Ability
	Knowledge of:
K1.	Extensive knowledge of the principles, methods and processes involved in the construction of wood, steel, concrete and masonry buildings to ensure that construction projects are completed in compliance with State guidelines.
K2.	Extensive knowledge of the strength, properties, and uses of the materials of building construction and the State Contract Act, and various State building specifications in order to make management decisions and recommendations.
K3.	Advanced knowledge of the principles and practices of administration in the direction of large construction operations in order to comply with the Department's construction design standards.
K4.	Extensive knowledge of the principles and techniques of personnel management and supervision in order to supervise and manage personnel.
K5.	Advanced knowledge of the general principles of labor relations to comply with labor agreements/contracts.
K6.	Extensive knowledge of building and other codes and safety orders applying generally to building construction in order to comply with the Department's construction design standards.
K7.	General knowledge of the Department's Equal Employment Opportunity Program (EEO) objectives to understand their role in the EEO program
K8.	General knowledge of a manager's role in the Equal Employment Opportunity Program and the processes available to meet Equal Employment Opportunity objectives

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	Skill to:
S1.	Interpret contract plans and specifications in terms of State and contractor responsibilities to ensure compliance with contract documents.
S2.	Develop acceptable and legal alternatives to construction problems to ensure minimal project disruptions.
S3.	Make sound construction and contract decisions to ensure project completion is within schedule and budget.
S4.	Speak effectively and make oral presentations for the purpose of disseminating, sharing and receiving information and to establish and maintain the respect and cooperation of others.
S5.	Detect faulty and improper materials and workmanship in building and allied construction to avoid litigation and non-compliance issues.
S6.	Establish and maintain cooperative relations with those contacted in the work to gain cooperation from staff, consultants, contractors and government agencies.
S7.	Dictate correspondence and write clear and comprehensive reports to effectively communicate project status and issues.
S8.	Effectively contribute to the Department's Equal Employment Opportunity objectives in order to ensure a discrimination free work environment.

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	Ability to:
A1.	Handle stressful situations in the work place in to promote employee over all health and well being.
A2.	Analyze proposed legislation and make appropriate recommendations on behalf of the Department to the Legislative Liaison Office.

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	Special Personal Characteristics:
SPC1.	Tact and keenness of observation
SPC2.	Demonstrated managerial and administrative ability
SPC3.	Understanding of and effectiveness in carrying out State and departmental Equal Employment Opportunity and Equal Employment Opportunity policies.